



**Elizabeth Sutherland School**

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To Whom It May Concern:

This year, Elizabeth Sutherland School is offering a year end trip for our grade 9 students. This is a 5 day trip to Montréal and Quebec City, which will provide our students with many educational and cultural experiences.

A trip like this has a significant financial component and our students are actively fundraising in an effort to help offset the individual expenses associated with this experience. The cost of the trip is nearly \$1200 per student.

As part of our fundraising efforts, we will be having an auction Friday, March 31st at Bubba Ray's, Bayers Road.

In order for this event to be success, we are asking companies and businesses to assist us by donating items for services that we could auction that evening. This is a great fundraiser for our students as 100% of the profit goes directly to their individual trip accounts.

Anything your company may have that could help us in reaching our goal would be greatly appreciated. If you have any questions or concerns about the fundraiser, feel free to contact us at the email addresses below.

To coordinate a donation, please contact the student who gave you this form (listed below). In order to facilitate the event preparation and inventory, we would request that donations be received by the school by Friday, March 24th.

We thank you for your time and cooperation and we hope that you are able to be a part of this wonderful experience for our students.

Grade 9 Trip committee

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Grade 9 student: \_\_\_\_\_

Phone contact: \_\_\_\_\_